

MONTANA PUBLIC DEFENDER COMMISSION
INFORMATION TECHNOLOGY COMMITTEE MEETING
The Broadway Inn, Missoula, Montana
Draft Minutes
July 17, 2008

Call to Order

The meeting of the Information Technology (IT) Committee of the Montana Public Defender Commission was called to order by Committee Chair Wendy Holton at approximately 1:00 p.m.

Commissioners Present

Jim Taylor, Wendy Holton

Other Interested Parties

Teri Kelly, OPD IT Manager; Jeb Myren, OPD LAN Administrator; Eric Olson, OPD Training Coordinator; Larry Murphy, OPD Contract Manager

Approval of Minutes

The minutes of the March 2, 2007 IT Committee meeting were approved as submitted.

Purpose of Committee

The purpose of the IT Committee is to advise and update the full Commission on new technology. Commissioner Taylor is particularly interested in new technology developments that can be used for training purposes.

Case Management System

Ms. Kelly reported that following a difficult deployment, the JustWare system now has acceptable network performance (exhibit IT-1). Additional training and documentation are expected to improve user satisfaction. Interviews have been conducted for the case management support position, which is a "business" position. When asked if she had the appropriate resources, Ms. Kelly responded they needed one additional FTE to support the IT function, but it has not been budgeted for FY 09.

Pre-populated claim forms are being developed to assist contract attorneys with their monthly billing. A CJA panel has been established to explore electronic billing, which may eventually benefit OPD.

Brief Bank Demonstration

The OPD brief bank will be hosted free of charge by MontanaProBono.net. Loading briefs will be the first phase. The brief bank will be available to both FTE and contract attorneys, and there is a lot of excitement about the project. Ms. Kelly provided an on-line demonstration of how the brief bank will work.

Commissioner Taylor asked about new training technologies. Ms. Kelly said that the hope is to add video conference equipment in the Missoula and Billings offices in the next biennium. The MetNet training presentations are working very well, with improved video capture. An intern is working with Mr. Olson to edit the training videos and distribute them.

Public Comment

There was none.

Old Business/New Business (*Action Items)

There were no action items.

Adjourn

The meeting adjourned at 1:40 p.m.